

MEMORANDUM OF CALL

Previous editions usable

TO:

☐ YOU WERE CALLED BY--

☐ YOU WERE VISITED BY--

OF (Organization)

☐ PLEASE PHONE ►

☐ FTS

☐ AUTOVON

☐ WILL CALL AGAIN

☐ IS WAITING TO SEE YOU

☐ RETURNED YOUR CALL

☐ WISHES AN APPOINTMENT

MESSAGE

Motor Pool

STAT

RECEIVED BY

DATE

TIME

63-110 NSN 7540-00-634-4018

STANDARD FORM 63 (Rev. 8-81)
Prescribed by GSA

TRV-3

X
FBIS 1454-88
25 May 1988

MEMORANDUM FOR: Chief, Motor Pool, OL/FMD

FROM:

[redacted]
Chief, Logistics Branch, Administrative Staff, FBIS

STAT

SUBJECT:

Request for Bus Transportation

STAT

REFERENCE:

Request from [redacted]

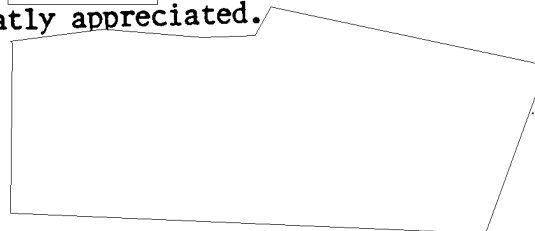
1. It is requested that return trip bus transportation be provided for a maximum of 24 FBIS staffers on 26 May and 2 June 1988. We would like to depart Reston [redacted] at 12:15 hours and be taken to the Headquarters Building. The return trip to Reston would be circa 15:00 hours. This timeframe applies to both dates.

STAT

2. Please contact me on extension [redacted] for any further information. Your assistance and cooperation is greatly appreciated.

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Dist.:

- 1- Logs Chrono
- 1- FBIS Reg